

SENECA TOWNSHIP
Regular Monthly Minutes
March 11, 2014

The Regular Monthly Meeting of the Seneca Township Board of Trustees was called to order at 7:00 p.m. by Supervisor James Kagel at the Seneca Township Building located at 16506 Garden Valley Road, Woodstock, Illinois.

Township Officials in Attendance: Supervisor James Kagel, Trustees Rosemary Bartman, Susan Mathews, Thomas Dahlfors, and Michael O’Leary, Road Commissioner Scott Swanson, Assessor Paul Bockman, and Clerk Dawn Seemann. Absent Officials: None.

Guests in Attendance: None.

Minutes: Dahlfors motioned to approve the February 11, 2014 regular monthly minutes as presented. Second by Bartman. Motion passed.

Audit of Current Bills:

Road District - O'Leary motioned to approve the Road District bills for payment for the period of February 12, 2014 through March 11, 2014 in the amount of \$16,767.85. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Town Fund - Dahlfors motioned to approve the Town Fund bills for payment for the period of February 12, 2014 through March 11, 2014 in the amount of \$20,203.70. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Treasurer's Report: Kagel informed the board that he found a .09 cent error on the January Treasurer's Report. He has since corrected it and gave the board the corrected Treasurer's Report. Mathews motioned to file the corrected January 2014 Treasurer's Report. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

- O'Leary motioned to approve the Treasurer's Report for the period of February 1, 2014 through February 28, 2014, as listed below. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$180,020.23	0	(\$6,203.45)	0	\$173,816.78
Road & Bridge	\$26,682.80	\$100,433.47	(\$34,858.79)	\$218.00	\$92,475.48

CD	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Road & Bridge	\$100,433.47	\$100,433.47	0	0	0

Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$101,387.29	0	(\$375.00)	\$7.78	\$101,020.07
Perm Hard Road	\$287,448.21	0	0	\$22.05	\$287,470.26
Bldg & Maintenance	\$45,572.99	0	(\$400.00)	\$3.48	\$45,176.47

General Assistance Report: Kagel reported he has one person on General Assistance, however, he may be going off of it later this month.

Clerk's Report: Seemann informed the board that if they haven't received their Economic of Interest Statement form yet, they will shortly, and should fill it out and mail it back right away to avoid a late fine.

Road Commissioner's Report: Swanson reported the snow plowing is slowing down, so he has been working on patching the roads, and working on the equipment.

Assessor's Report: Bockman stated he want to get the PAMS information online and have a website built. Seemann will get him the contact information for the township website.

- In addition, Bockman informed the board that the drawings and pictures for the major subdivisions are finished and linked. He will be working on the remaining subdivisions soon.

- Thirty permits need to be revisited.

- One new construction permit has been obtained so far this year.

New Business:

A. Review 2014-2015 Town and Road District budgets and recommend public posting for 30 days prior to hearing [set time and date] and approval - Kagel informed the board that the Budget Hearings won't be able to be approved at the Annual Town Meeting due to not having it displayed for 30 days prior to the Town Meeting because of the date the meeting falls on. Therefore, the **Budget Hearings will take place during the May 13, 2014 meeting at 6:50 p.m.** Seemann will publish the hearing budget in the newspaper.

- **Road District Budget** - After review of the proposed 2014-2015 Road District Budget, Dahlfors motioned to put it on display for 30 days prior to the May 13, 2014 hearing scheduled to take place at 6:50 p.m. Second by Mathews. Motion passed.

- **Town Fund Budget** - Upon review of the proposed 2014-2015 Town Fund Budget, the board decided it was necessary to revise the Assessor portion of the budget by adding \$1000.00 to the Capital Outlay. Dahlfors motioned to put the proposed 2014-2015 Town Fund Budget, with the \$1000.00 addition to the Assessor's budget, on display for 30 days prior to the May 13, 2014 hearing scheduled to take place at 6:55 p.m. Second by Mathews. Motion passed.

B. Approve line item transfers for Town Fund and Road District Funds -

- **Road District:**

- Transfer \$3,604.46 from line item 3440 (Contingencies) to 3405 (Fuel) - Road & Bridge Account

- Town Fund:

- Transfer \$5.00 from line item 1435 (Misc.) to 1375 (Publications) - Town Fund
- Transfer \$900.00 from line item 1130 (Workman's Comp) to 1115 (Municipal Retirement Fund) - Town Fund
- Transfer \$100.00 from line item 1355 (Assessor) Maintenance to 1369 (Dues) - Town Fund

Dahlfors motioned to approve the line item transfers as listed above. Second by Bartman. Motion passed.

C. Approve agenda for Annual Town Meeting April 8, 2014 for Clerk to post 10 days prior to meeting date - Dahlfors motioned to approve the April 8, 2014 Annual Town Meeting Agenda. Second by Bartman. Motion passed.

D. Approve schedule for meeting dates April 1, 2014 through March 31, 2015 to be posted by April 1, 2014 - Upon the conclusion of discussion, Bartman motioned to change the regular monthly meeting times from 7:00 p.m. to 6:30 p.m. starting at the May 2014 meeting. Second by Dahlfors. Motion passed.

E. Highway Commissioner's annual report presented to the board - O'Leary motioned to approve the Swanson's Annual Building and Equipment Fund Report, as presented. Second by Dahlfors. Motion passed.

F. Appoint person for second signature on tax distribution to bank accounts - Dahlfors appointed Bartman to be the second signature as needed on tax distribution to bank accounts. Second by O'Leary. Motion passed.

Supervisor's Report: Kagel informed the board that he has finally resolved the issue with the Assessor's phone bill and has successfully had it reduced.

Motion to Adjourn: At 9:03 p.m. O'Leary motioned to adjourn tonight's regular monthly meeting. Second by Dahlfors. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk